

COMPENSATION/CLAIMS UNIT LEADER (NQS)

RESOURCE CATEGORY	Emergency Management
RESOURCE KIND	Personnel
OVERALL FUNCTION	The Compensation/Claims Unit Leader reviews and coordinates procedures for handling compensation and claims
COMPOSITION AND ORDERING SPECIFICATIONS	<ol style="list-style-type: none"> 1. This position can be ordered as a single resource. 2. Discuss logistics for deploying this position, such as security, lodging, transportation, and meals, prior to deployment 3. This position typically works 12 hours per shift, is self-sustainable for 72 hours, and is deployable for up to 14 days 4. Requestor specified any additional qualifications necessary based on incident complexity and needs

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

COMPONENT	SINGLE TYPE	NOTES
DESCRIPTION	<p>The Compensation/Claims Unit Leader:</p> <ol style="list-style-type: none"> 1. Reviews and coordinates procedures for handling compensation and claims 2. Maintains cumulative incident compensation and claims data 3. Determines status of accident- and injury-related investigations 4. Advises on the nature and status of all existing and potential claims 5. Coordinates closely with Medical Unit and Cost Unit 6. Establishes or transitions into a unit under the Finance/Administration Section 7. Configures unit with personnel to support operations 	Not Specified
EDUCATION	Not Specified	Not Specified
TRAINING	<p>Completion of the following:</p> <ol style="list-style-type: none"> 1. IS-100: Introduction to the Incident Command System, ICS-100 2. IS-200: Incident Command System for Single Resources and Initial Action Incidents 3. ICS-300: Intermediate Incident Command System for Expanding Incidents 4. IS-700: National Incident Management System, An Introduction 5. IS-800: National Response Framework, An Introduction 6. IS-2900: National Disaster Recovery Framework (NDRF) Overview 7. E/L 0975: Finance/Administration Unit Leader, or equivalent 8. G0191: ICS/EOC Interface 	Identified equivalent trainings should meet or exceed course learning objectives.
EXPERIENCE	<p>Knowledge, Skills, and Abilities:</p> <p>Financial management concepts and principles</p> <p>Experience:</p> <ol style="list-style-type: none"> 1. Successful completion of the National Qualification System (NQS) Position Task Book (PTB) for the National Incident Management System (NIMS) Compensation/Claims Unit Leader, or equivalent Authority Having Jurisdiction (AHJ) documentation 2. Experience in emergency management in a finance-related position 	Not Specified

Superseded



Position Qualification for Operational Coordination
Emergency Management

COMPONENT	SINGLE TYPE	NOTES
PHYSICAL/MEDICAL FITNESS	Performs duties under light circumstances characterized by working consecutive 12-hour days under physical and emotional stress for sustained periods of time	Not Specified
CURRENCY	Functions in this position during an operational incident, exercise, drill, or simulation event at least once every five years	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Not Specified	Not Specified

Superseded



Position Qualification for Operational Coordination Emergency Management

NOTES

Nationally typed resources represent the minimum criteria for the associated category.

REFERENCES

1. FEMA, National Qualification System (NQS) Position Task Book for Compensation/Claims Unit Leader, latest edition adopted
2. FEMA, National Incident Management System (NIMS), October 2017
3. FEMA, NIMS Guideline for the NQS, November 2017
4. FEMA, National Response Framework, June 2016

Superseded